

# Brasted Parish Council

Brasted Parish Council, PO Box 576, Sevenoaks TN13 9RT  
Tel: 01732 455374 e mail: clerk@brastedparishcouncil.gov.uk

*Annette Hanson*, Parish Clerk

**Members of the Council are summoned and members of the public are invited** to attend an Ordinary meeting of the Parish Council on **Monday 9 February 2026 at 7.00pm** at Brasted Pavilion, Brasted Recreation Ground for the purpose of transacting the following business:

*The meeting will be recorded. Regrettably, it will not be possible to participate in this meeting remotely.*

## AGENDA

1. **To receive and accept apologies for absence**
2. **Open session – public question time**  
*This part of the meeting is set aside so that members of the public present may draw the attention of the Parish Council to any matter on the Agenda. Speakers are politely requested to talk for no more than 3 minutes. The total time allowed for the public session is 15 minutes.*

3. **Declarations of Interest relevant to items on this Agenda**

4. **Minutes of meeting on Monday 12 January 2026**

5. **Matters arising not covered below**

6. **Recreation Ground & Open Spaces**

- 6.1. Any general updates not covered below
- 6.2. Playground order update
- 6.3. Playground resurfacing quotes
- 6.4. Grounds Maintenance update
- 6.5. Tree Surgeon quotes re advised tree survey works
- 6.6. Tree survey on Horse Chestnut tree
- 6.7. Pavilion access for booking
- 6.8. Quote for repainting village sign
- 6.9. Grit bin in car park

7. **Planning**

**Updates:**

7.1 Heverswood Lodge High Street Brasted Kent TN16 1HL Ref. No: 25/02093/HOUSE

**Loft conversion including three roof dormers and internal arrangements. Minor internal alterations to the ground floor. Material changes to include a white render, black/grey uPVC windows and slate roof tiles, alteration to fenestrations, alteration of the timber gable end details. Alteration to the roof layout on the rear extension to include a roof lantern.**

Planning Appeal submitted.

7.2 Land Adjacent To Ivy Cottage Chart Lane Brasted Kent TN16 1LS Ref. No: 25/03057/FUL

**Erection of 2 semi-detached dwellings with associated shared vehicular access, parking spaces with electric vehicle charging points and landscaping.**

Transport Note submitted, further comments sought (none submitted by Brasted PC).

7.3 Local List & Conservation Area Review

**Comments requested:**

7.4 Heverswood Lodge High Street Brasted Kent TN16 1HL Ref. No: 25/03330/FUL

**Demolition of existing outbuildings, erection of 2no. detached single storey dwellings with attached garages, parking and access, boundary treatments, associated landscaping and cycle stores.**

Further information and revised plans have been provided to try to address KCC Highways comments made. Additionally, further information/clarification has been provided to address the parish comments made.

## **8. Finance**

- 8.1.** Payments & Invoices for Approval
- 8.2.** List of Bank payments 1/10/25 – 31/1/26
- 8.3.** Credit Card statement for approval
- 8.4.** Grant for Defibrillator Training Provider
- 8.5.** Grant request from Sevenoaks Volunteer Transport Group
- 8.6.** Bank signatories
- 8.7.** VAT Return

## **9. District & County Councillors' Reports**

- 10.** Crime: Proposal for ANPR Cameras for Brasted side roads
- 11.** Brasted Chart Update
- 12.** Toys Hill Update
- 13.** Clerk's holiday request
- 14.** Planning for Annual Parish Meeting Monday 13<sup>th</sup> April
- 15.** 'Making it Happen' Community and Voluntary Awards
- 16.** .gov e mails & website – update
- 17.** Draft IT Policy & Assertion 10
- 18.** GDPR Policy
- 19.** Village Hall War Memorial - Lead lettering
- 20.** Highways
  - 20.1.** Updates from reported faults
  - 20.2.** Station Road drain issues
- 21.** Correspondence
- 22.** Information Exchange
- 23. Date of Next Meeting: Monday 9 March 2026 at 7pm**